

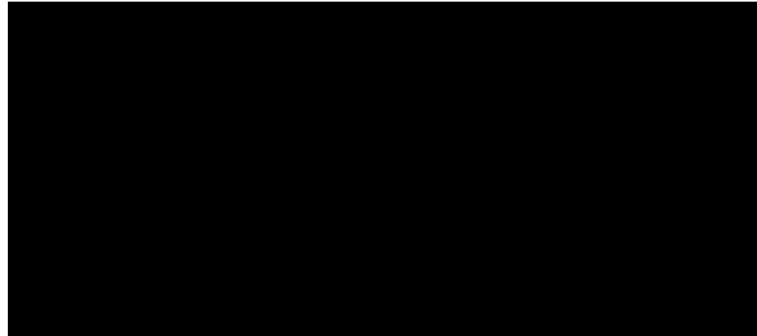
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9 July 1951

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MEMORANDUM FOR:



SUBJECT: Logging and Indexing of Intelligence Materials

1. From a number of sources it has been pointed out that intelligence materials are either routinely or on occasion being received from other intelligence agencies in Washington or from other Governments directly by the Assistant Directors without being logged in or indexed in our central repository in [REDACTED]. I have been requested to determine the facts on this matter and to develop such understandings among the offices as will ensure accurate knowledge and control by the Agency of this intelligence information.

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2. It would be appreciated if your office would submit to me by memorandum by Friday, 20 July, a statement along the following lines:

a. An identification of the types of intelligence information which are received routinely by your office directly from another agency in Washington or another government.

b. Please indicate opposite this whether this material has been, to the best of your knowledge, logged in and indexed by [REDACTED]

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c. Please also indicate whether or not in the receipt of occasional or non-routine intelligence information you are arranging for the logging in and indexing centrally by [REDACTED] of this information.

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3. Upon the receipt and collation of this information [REDACTED] will seek to develop satisfactory understandings and arrangements.

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